

# || Checklist for New Driver

## Required by Federal or State Law or by State Board Regulations

- Application for Employment
  - Copy of application in file
- Driver's License
  - Class A
  - Class B
  - Class C
  - Class D
  - Air Brake Restriction (if district has any vehicles with air brakes)
  - Copy of license in file
- Driving Record Check (meets state and local district criteria for driving record)
  - Copy of record on file
- DOT Physical Examination (check actual physical form for compliance with standards)
  - Insulin waiver (if applicable)
  - Copy of physical in file (not Medical Examiner's Certificate)
- Drug and Alcohol Test in compliance with Idaho Code section §33-120
- Documentation of all previous school bus driver training and driving experience
- Completion of Classroom and Behind-the-Wheel Training Curriculum (passing scores of at least 80% on all tests)
  - Tests II through Test XI in driver file
  - Driver Evaluation (state form)
- Time spent in training documented in file (includes a minimum of ten hours in bus)